# EMPLOYER'S CONTRIBUTION ADJUSTMENT REPORT

(FOR AMENDED PURPOSES ONLY)

State Form 44954 (R/11-95)
CONFIDENTIAL RECORD Pursuant to IC 22-4-19-6, IC 4-1-6

## INDIANA DEPARTMENT OF WORKFORCE DEVELOPMENT 10 North Senate Avenue Indianapolis, IN 46204

Employer Name			Account Number _	
Street Ac	ddress		Federal Number	
City,State, ZIF	Code		Quarter / Year	
UC-1	Gross Wages	Excess Wages	Taxable Wages	Contributions
Reported				
Corrected				
Difference				a.
		Interest: One percent (1%)	per month x a	b
		Penalty: Ten percent (10%)	c.	
		Total Amount due to IDWD	d.	
Reason for Ad	djustment:		Signature	

\* Please See Reverse Side For Instructions \*

UC-5A	FOR OFFICE USE ONLY BATCH:		ВАТСН:	DOC:	
Employer	Account No		Quarter / Year		
Social Security Number	Employee		rrected mount	Reported Amount	Difference More or (Less)
				TOTAL	

#### INSTRUCTIONS FOR AMENDED REPORTS

## For UC-1:

- 1. Please fill in each heading line correctly. Failure to comply with this request may result in additional assessment of interest and penalty.
- 2. If you claim overpayment, no interest or penalty assessment is required. If you request a refund check on your overpayment, please write a refund request in space labeled Reason for Adjustment.
- 3. Please review all figures, calculations and sign the form <u>before mailing</u>. If you need assistance, please call Employer Adjustments at (317) 233-4083 or FAX (317) 232-6950.
- 4. Keep a copy for your records and send the original copy with signature and remittance (if required) to:

Attn: Employer Adjustments, Rm SE 106 Indiana Dept. of Workforce Development 10 N. Senate Avenue Indianapolis, IN 46204-2277

## For UC-5A:

- 1. List only the employee or employees whose gross wages differ from the original report.
- 2. The total of column UC-5A is to equal the difference of UC-1 Gross Wages. Should the amount disagree, explain in a note why the difference.
  - EXAMPLE: The UC-1 was submitted correctly, however an employee's wages were omitted.
- 3. To change an incorrect Social Security Number, please list the <u>reported</u> Social Security Number and gross wages on one line and then submit the <u>correct</u> Social Security Number and gross wages on a second line.